

REQUEST FOR PROPOSAL (RFP)
RFP #1578 BMCW-SM

**TO PROVIDE FOSTER CARE AND ADOPTION LICENSING, PLACEMENT,
AND SUPPORT SERVICES**

Questions and Answers for Foster Care and Adoption Licensing, Placement
and Support Services RFP

1. Adoption Resources of Wisconsin:

For cases requiring a child to be placed in a non-relative home, is there an intersect between this functionality and that of Recruitment RFP and Permanency Consultant RFP in terms of matching decisions?

Yes, all three RFPs, RFP# 1576 BMCW-SM "Recruitment of Foster and Adoptive Families For Children In Out of Home Placements Served By The Bureau of Milwaukee Child Welfare", RFP # 1577 BMCW-SM "To Provide Permanency Consultation for Children in Out of Home Care Served by the Bureau of Milwaukee Child Welfare", and RFP# 1578 BMCW-SM "To Provide Foster Care and Adoption Licensing, Placement, and Support Services" currently posted on the Wisconsin VendorNet site discuss systems coordination and collaboration. Proposers are required to describe how they will collaborate with BMCW and its partner agencies to ensure coordination across the program areas included in the three RFPs.

2. Adoption Resources of Wisconsin:

Would responsibility for child specific recruitment efforts fall within this area or within the Recruitment RFP? Should monitoring of this work for child-specific recruitment and identification/monitoring of efforts to look at potential families from throughout Wisconsin and the United States?

The agency responsible for providing the recruitment service should be responsible for recruiting for a family, however, the agency that receives the Foster Care and Adoption RFP must have sufficient resources to meet the needs of all the children under BMCW's care.

3. Adoption Resources of Wisconsin:

Since early identification of potential permanent unrelated adoptive homes would be critical to timely permanency efforts (if the child is not returning home), would child specific efforts such as photolisting come under this RFP for requirements?

When children cannot be safely reunited with their birth family child specific efforts to achieve permanency are critical. Efforts to identify and match adoptive families are vital. Responders to the RFP should describe ways they will ensure

the availability of appropriate resources to meet the needs of the children served by BMCW.

4. Referencing section 3.5.5, P 19 “Background”. What are you looking for?

The section refers to the workforce. The responding agency should describe how they will ensure the workforce will be able to provide the services under this RFP.

5. What agencies currently provide the services of this RFP?

Children's Service Society of Wisconsin currently is providing recruitment and licensing of adoptive families as well as adoption case management. Lutheran Social Services is responsible for recruitment, training and licensing of foster families in addition to placement matching and authorization.

6. Referencing section 3.1, P15 “Award and Final Offers”. The last sentence is cut off, what does the missing part say?

This should read: "The award then will be granted to the highest scoring proposer. However, a proposer should not expect that the State will request a final and best offer." Please refer to Amendment to RFP.

7. Would responsibility for child specific recruitment efforts fall within this area or within the Recruitment RFP?

Yes, child specific recruitment is required as part of the Recruitment RFP.

8. Will a prepayment be made to the agency awarded this contract?

Yes, three separate prepayments are made in January, February and March totaling 1/12 of the contract allocation amount for each payment.

9. Referencing section 3.5.4, P 19 “Assure quality and increase the capacity to achieve timely permanent adoption for children”. Is there something currently in place and available for reference purposes to assure this task is being achieved?

Yes, based on the 2006 BMCW Semi-annual report, 28.8% of the children for whom an adoption was finalized shall exit BMCW out-of-home care within 24 months of entry into care. The performance standard for 2006 is set at 30% or greater.

10. Where is the bureau in regards to fulfilling terms of the Jeanine B. Settlement Agreement?

The three year Settlement Agreement ended December 31, 2005. As of September 2006 the BMCW was released from ten enforceable provisions by mutual consent of plaintiffs counsel. Prior to December 2005, the BMCW had not exited any provisions.

11. If we are a part of a consortium and have no five-year financials, would this cause us to be excluded from the process?

No, this would not cause the RFP to be excluded from the process. There is no requirement in the RFP for five-year financials. The proposer is required to submit a budget with up to two pages of a narrative that addresses the programmatic needs of the RFP within the allocation provided. The RFP asks you to provide any appropriate supporting documentation for the budget. This documentation could be prior year financial statements or certified annual financial audits, for example.

12. Was there a model used to show how you came up with the model for the 5.8 million dollar budget? If so, is it available to be referenced?

Yes, it was determined by historical financial information of the current vendors who provide the services. See chart below:

The funding will be reallocated based on the following chart:

Category	Current Contract	New RFP				
Program Functions	CSSW and LSS Contracts	Recruitment	Permanency Consultation	Foster/Adoptive Home Case Management	Adoption Case Management	Foster Adoptive Parent Training
FH Recruitment, Licensing, Re-licensing	4,164,000	133,000		4,031,000		
Retention of FH	284,000			284,000		
Matching / Placement Children	757,000			757,000		
FH support	95,000			95,000		
Permanency Consult Services	390,000		390,000			
Adopt Recruitment, Licensing, Re-licensing, Case Mgt	2,714,000	67,000	310,000	637,000	1,700,000	
Recruitment Costs*	500,000	500,000				
Foster Parent Train	553,000					553,000
Total	9,457,000	700,000	700,000	5,804,000	1,700,000	553,000

*Recruitment costs related to informational meetings, interest surveys, recruitment events, community events, advertising

13. In regards to packaging of these services, are we allowed to package services separately?

Services need to be tailored to meet the unique needs of each family or child.

14. As far as monitoring, how is the recruitment process monitored?

The program and fiscal evaluation managers will be monitoring the recruitment process.

15. Will we work toward placing children only in foster homes in Milwaukee County?

The responding agency should describe how they will make a concerted effort to maintain continuity for placement of a child within their community. There are licensed foster homes outside of Milwaukee County so the agency should describe how they will best match the child's needs with a placement that can best meet those needs.

16. Would child specific efforts such as photo listing come under this RFP for requirements?

The responder to the RFP should describe what child specific efforts they will utilize to match a child with a placement.

17. For cases requiring a child to be placed in a non-relative home, is there an intersect between this functionality and that of Recruitment RFP and Permanency Consultant RFP in terms of matching decisions?

No, the responsibility for matching and placement authorization lies with the agency awarded the contract for Foster Care and Adoption, Licensing, Placement, and Support Services.

18. If a consortium is formed, does the lead agency have to get the child placing agency license?

If each individual agency in the consortium retains its own individual corporate/LLC status, it would not make any difference which agency was the "lead agency". Any agency functioning in the role of a CPA in performing adoption-related work, placing children and/or licensing foster/treatment homes would need to be individually licensed.

If there is a newly formed corporation/LLC for the consortium and this new corporation/LLC would function as the lead agency and would perform CPA functions (e.g., funneling placements/\$\$, providing oversight to all of the partner CPA's, licensing foster and adoptive homes, etc.), then the newly established consortium or the lead agency would need to be licensed in addition to the individual partner agencies.